

Rancho Santiago Adult Education Consortium (RSAEC) Executive Board Meeting – Adult Education Block Grant – AEBG

August 17, 2015
2:00pm-4:00 pm
OEC Provisional Education Center
1937 West Chapman
Orange, CA 92868, Room 202

Present: Myra Clarke, Chrissy Gascon, Geoff Henderson, Paula Kusenda, Nilo Lipiz, Mary Lou Vachet, Jose Vargas, Connie Van Luit, Mary Walker

MINUTES

Agenda Item	Discussion	Action Items/Follow-Up
Introduction of new attendees (Chrissy)	Connie Van Luit -New Director of Adult Ed. and Alternative Ed. from GGUSD	None
Approval of agenda (All) (Chrissy)	<ul style="list-style-type: none"> • Approved as read 	None
Approval of 7/20/15 minutes (Chrissy)	<ul style="list-style-type: none"> • Corrections to page 3: <ol style="list-style-type: none"> 1. As an example: upon release from the inmate program the survey could help show the percentages of the inmates who performed at Literacy and higher rates 2. Mariella wrote 3 classes that aligned with the certificate program that then aligned with credit with the help of Mary Lou • Correction to page 4: <ol style="list-style-type: none"> 1. The governance structure is led by the Superintendent • 	Minutes from 7/20/15 will be updated and corrected
Updates on : <ul style="list-style-type: none"> • MOE certification and allocation • Consortia allocations TBD • Funding formula TBD 	<ul style="list-style-type: none"> • MOE allocation certified at \$336,867,867-still working on the funding formula-up for approval • \$163,132,133 to be distributed to 71 consortia pending approval of funding formula 	

<p>Update on board approval(s) of voting members</p>	<ul style="list-style-type: none"> • GGUSD and OCDE are in 2 different consortia boundaries-they are able to make a decision to join both • Jose discussed that AB104 is not prescriptive and leans toward local flexibility • Voting members have to be the ones who decide on who they want voting • Chrissy discussed the idea of having faculty members on our executive board • Myra stated that it is critical to have faculty on the ground floor level • Nilo discussed that we don't have faculty representation in every area and we would have to use part time faculty • Chrissy discussed that we could pay part time teachers with extra hours and that we still need recommendations of faculty who would be good at these positions 	
<p>Governance structure questionnaire</p>	<ul style="list-style-type: none"> • Chrissy went over the Consortia Report on Governance Compliance of Rules and Procedures- all consortia will need to fill this out and return by October 31st • Chrissy explained that GGUSD will need to decide if they want to be a member of Rancho Santiago Adult Education Consortium, and it will need to be board approved • Myra explained that ROP will not be offered at GGUSD for adults anymore • Mary discussed that we can provide funding for partners and members can choose to receive funding on their own or go through RSCCD because we are the fiscal agent • Jose discussed that the districts that receive Title II funds would need to be part of a consortium • Jose discussed how the funds will be reported and evaluated-each agency has to show which funds they are using which goes through the consortium and on to the state • Myra explained GGUSD would have Lincoln Ed. Center 	<p>Mary will send a copy of our docket to Connie for a sample of board approval</p> <p>Chrissy will send a picture of RSCCD's boundaries to GGUSD and OCDE</p> <p>Chrissy will send out how the funds are reported</p>

and Clinton Corner's funds reported through RSCCD's consortium-they will not open any new centers, only programs within these existing centers

- **Jose** discussed that since GGUSD falls within RSCCD's boundaries we can grow their programs by considering their students as our students
- **Chrissy** discussed if we want faculty representation we can change the bylaws
- **Jose** suggested to consider the size of voting members – we need the right representation from our stakeholders
- **Chrissy** went over the AEBG project request cover sheet- this can be used for all districts-when someone asks the Consortia to fund their project they will fill this out and must fall within the comprehensive plan for auditing purposes
- **Geoff** explained that the elected officials will approve what happens at the Sheriffs Dept.
- **Jose** explained the process of consent by using a consent calendar where members in the meeting can pull items, before they are approved for later discussion instead of voting by proxy
- **Chrissy** discussed the director position will not have a vote
- Multiple faculty can come to the meetings as members of the public, but only approved voting members will have a vote
- **Mary Lou** suggested having a designee in the governance structure for voting
- **Chrissy** discussed how she is trying to get the credit side more involved for below transfer ESL, English and math classes
- **Jose** discussed what constitutes a passing vote-we can set the limits on how many votes can be a passing vote if some are sick
- **Jose** suggested using faculty as non-voting members and only on task force groups

Chrissy will send out the corrected copy of the Consortia Report on Governance Compliance of Rules and Procedures to all

	<ul style="list-style-type: none"> • GGUSD and The Sherriff’s Dept. will each have a vote • What will constitute quorum? <ol style="list-style-type: none"> 1. Mary Lou suggested consistently having 4 members show up-4 for quorum and 3 for voting to pass and approve 2. Having a consent calendar-it only takes one voting member to pull an item-table them for the next meeting 3. AEBG project request cover sheet will explain an item before it is pulled 4. Designee and voting by proxy would not be needed if we have a consent calendar 5. Mary Lou discussed the position of the designee-usually they have knowledge of subjects discussed • Nilo suggested to add a completion line and a schedule of payment line to the AEBG project request coversheet 	<p>GGUSD will receive board approval. Recommendation: Board-approved members will need to vote to give the Sheriff’s Dept. a vote</p>
Meeting Adjourned at 4:15 PM	<ul style="list-style-type: none"> • Next meeting: Monday September 14, 2015 – 2:00-4:00PM, Orange Education Center – Chapman 	
2015-2016 Calendar Dates	<ul style="list-style-type: none"> • Meetings scheduled for 2015: September 14, October 12, November 9, December 14 • Meetings scheduled for 2016: January 11, February 8, March 14, April 11, May 9, June 13 	